



## MEMORANDUM

**TO:** Stakeholders for the EPA/NSF ETV Drinking Water Systems Center

**FROM:** Bruce Bartley, Manager  
(734) 769-5148

**DATE:** September 13, 2002

**SUBJECT:** **Announcement of Annual Stakeholder Meeting on November 19<sup>th</sup>, 2002**

The EPA/NSF ETV Drinking Water Systems Center has scheduled its annual Stakeholder Meeting for November 19<sup>th</sup> at the NSF International Headquarters in Ann Arbor, Michigan. This meeting (business casual dress) will take place from 8:30 a.m. until approximately 3:30 p.m. A continental breakfast and lunch will be provided. The meeting agenda will tentatively include the following topics: ETV testing status update, ETV protocol status update, modification of the *ETV Test Plan for Membrane Filtration for Particulate and Microbial Reduction* to include laboratory bench scale testing for microbial removal, future water security projects, and arsenic technology testing. A meeting packet with a final agenda will be sent out in late-October to stakeholders attending the meeting.

Hotel and transportation information is attached for those who are able to attend the meeting. When making your hotel reservations, be sure to let the hotel know that the room block is listed under the "Annual Stakeholder Meeting for the EPA/NSF ETV Drinking Water Systems Center". The blocks of rooms will be held until November 5, 2002, after which a higher room rate may be charged.

If you are planning to attend this meeting, please return the enclosed FAX sheet to Pat Wilkie by Monday, November 11, 2002.

Thank you for your continued support for the ETV Drinking Water Systems Center. We look forward to seeing you in November.

## **Hotel and Transportation Information**

### **Hotels:**

A block of rooms has been reserved at two area hotels. The blocks of rooms will be held until November 5, 2002, after which a higher room rate may be charged. The hotels are:

1. The Holiday Inn North Campus (734) 769-9800 Rate: \$72.00 + tax  
3600 Plymouth Road  
Ann Arbor, MI 48105

Amenities include: In-house restaurant, high-speed intranet access, complimentary shuttle van between the hotel and NSF, indoor/outdoor swimming pool, work out area, game room.

2. Hampton Inn North (734) 996-4444 Rate: \$60.00 + tax  
2300 Green Road  
Ann Arbor, MI 48105

Amenities include: Continental breakfast, shuttle service to/from NSF is available upon request, indoor pool, hot tub and work out area.

If availability at the above hotels is full, another hotel in the area is:

3. Microtel Inn and Suites (734) 997-9100 Rate: \$52.00 + tax  
3610 Plymouth Road  
Ann Arbor, MI 48105

Amenities include: Complimentary shuttle van between the hotel and NSF. Guest should make a reservation for the van the night before as these spots can fill up fast.

### **Transportation:**

If you are not renting a car, here are some other options for transportation (all require advanced credit card reservations):

1. Select Ride Airport Shuttle (866) 663-8898 \$22/each way 5AM to 8PM  
[Allow a 1-hour travel time]
2. Select Ride Taxi Service (866) 663-8898 \$1.75/mile (approx. \$45-\$55 each way)
3. Select Ride Limo Service (866) 663-8898 \$61/each way 5AM to 11PM  
[Can take up to 3 passengers. Additional charge if between 11PM and 5AM]



## **FACSIMILE**

**TO:** Ms. Pat Wilkie  
**DEPARTMENT:** Federal Programs  
**ADDRESS:** PO Box 130140  
Ann Arbor, MI 48113-0140  
**TELEPHONE:** (734) 913-5740  
**NSF FAX:** (734) 827-6833

**DATE:** \_\_\_\_\_  
**FROM:** \_\_\_\_\_  
**ORGANIZATION:** \_\_\_\_\_  
**EMAIL:** \_\_\_\_\_

## **MESSAGE:**

**Annual Stakeholder Meeting for the EPA/NSF ETV Drinking Water Systems Center  
Return by Monday, November 11, 2002**

\_\_\_\_\_ I will be attending the meeting on Tuesday, November 19, 2002.  
\_\_\_\_\_ I will not be attending the meeting on Tuesday, November 19, 2002, but please provide a meeting summary.